

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Employee Post-Travel Disclosure of Travel Expenses

Date: _____

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

2019 APR -2 AM 10:02

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Council on Foreign Relations

Travel date(s): 9/21/2018

Name of accompanying family member (if any): n/a

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$445.0 Rail \$59.52 Bus	n/a	\$16.03	
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input checked="" type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Itinerary attached. Participated in meetings with experts on foreign relations which directly related to my

role as National Security Advisor for Sen. Perdue.

4/2/2019 Caitlin Paving
(Date) (Printed name of traveler)

Caitlin Paving
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

4/2/2019
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

00
01
02
03
04
05
06
07
08
09
10
11
12

Tuesday, August 14, 2018

Dear Ms. Poling:

I write to invite you to participate in a day-long visit to the Council on Foreign Relations (CFR) New York headquarters on Friday, September 21, as part of your ongoing participation in the CFR congressional foreign policy study group. This trip will provide you, and the other study group members, an opportunity to engage with members of the council, CFR fellows based in New York and Foreign Affairs senior editorial staff.

The formal meeting program is attached but we will be departing from Union Station at 7:55 a.m. and returning later that evening. All costs associated with this program will be covered by CFR.

We hope that you will take advantage of this unique opportunity. If you have any questions, please feel free to contact us at 202.509.8410 or by email at congress@cfr.org.

We look forward to hearing from you.

Sincerely,

Patrick C. Costello
Director, Washington External Affairs
Council on Foreign Relations